

**ENROLLED MINUTES OF THE  
HIGHLAND WATERWORKS BOARD OF DIRECTORS  
DECEMBER 14, 2017  
4:00pm  
Public Meeting**

**ROLL CALL:** Present on silent roll call were President George A. Smith and Directors George Georgeff, and Edward Dabrowski. Absent: Director Matthew Timmer. Also present were Derek Snyder, NIES Engineering, Inc.; John Bach, Public Works Director; Michelle Kobeszka, Recording Secretary; Mark Knesek, Operations Director; and Rhett Tauber, Board Attorney.

1. Mr. Snyder reported that a Request for Quotes is being sent to three contractors for hydro excavation of pipelines along the railroad to verify pipe sizes and depth for the proposed water main crossing.
2. Mr. Knesek described a recent water main break at 5th Street and 45th Street. Since this intersection is planned to be improved in 2018, Mr. Knesek recommended that the water main be replaced before the intersection improvements begin, and that the replacement continue south to 98th Street, as breaks have occurred in that section recently as well.
3. Attorney Mr. Rhett Tauber stated a letter is being prepared in a few weeks for the Hearing Guidelines for residents who appeal their shutoff notice..
4. President Smith discussed the agenda items.

The Highland Water Works Board of Directors met in its Regular Session on Thursday, December 14, 2017 at 4:04 p.m. in the upper meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland Indiana. President Smith opened the meeting. The minutes were recorded by Michelle Kobeszka, Serving as Recording Secretary. The session was opened with the Pledge of Allegiance.

**ROLL CALL:** Present on roll call were President George A. Smith and Directors George Georgeff, and Edward Dabrowski. Absent: Director Matthew Timmer Also present were Derek Snyder, NIES Engineering, Inc.; John Bach, Public Works Director; Michelle Kobeszka, Recording Secretary; Mark Knesek, Operations Director; and Rhett Tauber, Board Attorney;. President Smith advised there is a Quorum present tonight.

**MINUTES:** President Smith asked if there were any corrections to the Minutes of the Regular Meeting of November 30, 2017, as prepared and posted. Director Dabrowski moved to approve the Minutes of the Regular Meeting on November 30, 2017. Director Georgeff seconded. On a vote viva voce, the motion passed.

**Special Orders:** NONE

**Communications:**

1. Letter received from Derek Snyder, Nies Engineering, Inc., dated December 13, 2017, regarding a Proposal for General Engineering Services. President Smith stated this will be taken up at January 2018 meeting

**Unfinished Business and General Orders:** NONE

**New Business:**

1. Public Works requested Nies Engineering, Inc. to present professional design engineering services for the 5<sup>th</sup> Street and 45<sup>th</sup> Street Water Main Replacement. President George A. Smith and the Directors approved this and directed Mr. Derek Snyder to start survey work now. This issue will be addressed at the January 2018 meeting.

**Reports:**

1. Waterworks Superintendent – Mr. Bach responded to Verizon, by letter on Site Lease Offer for the rental at the Ridge Road Water Tower
2. Waterworks Attorney - Mr. Tauber stated he will have a draft to the board early in January 2018
3. Waterworks Engineer – NONE
4. Fire Department- NONE

**Business from the Floor:** NONE

**Claims:**

Per the docket in the amount of:

062	Consumer Deposits	\$149.16
064	Waterworks Operating	\$116,768.36
066	Water Improvements	\$19,517.97
Total		\$136,435.49

Director Dabrowski moved to approve claims per the December 14, 2017 docket in the amount of \$136,435.49. Director Georgeff seconded. On a vote *viva voce*, the motion passed.

**Next Meeting:**

The next Public Meeting will be held on Thursday, January 25, 2018 at 7:00 p.m. following a study session at 6:30 p.m.

**ADJOURNMENT:** With no other business to come before the Board of Waterworks Directors, President George A. Smith moved to adjourn 4:17pm.

Respectfully Submitted,  
Michelle Kobeszka,  
Recording Secretary